

**Meeting Minutes
City of Medina Parks and Recreation Commission
July 19, 2004**

Present: Chair Joseph Brazen, Vice-Chair Heija Nunn, Lisa Fleischman, Tim O'Brien, Susannah Stuart, and Steve Brustkern
Absent/Excused: Connie Gerlitz

Staff Present: Public Works Director Shel Jahn and Recording Secretary Carol Wedlund

Vice Chair Nunn called the meeting to order at 7:09 p.m., and announced Chair Brazen would arrive shortly.

Announcements / Discussion

Public Works Director Jahn distributed a picture of a parcel backyard at NE 26th Street and Evergreen Point Road that had been designated as a wildlife sanctuary by the Washington State Department of Fish and Wildlife. In return, the owner paid no taxes for that portion of his land. The owner could not build within the wildlife sanctuary, and it was not open to the public. The pictures and comments in response to a Park Board member question regarding this strip of property.

Lucius Bigelow, Jr., 2425 Evergreen Point Road, commented this wildlife sanctuary on the northern edge of the parcel belonged to Jim Roush.

Approval of May 17, 2004 Minutes

Board member O'Brien moved, seconded by Board member Fleischman, to accept the minutes of May 17, 2004 as written, which carried unanimously.

AUDIENCE PARTICIPATION

Vice Chair Nunn opened the meeting to audience participation for non-agenda items at 7:16 p.m.

Lucius Biglow, Jr., 2425 Evergreen Point Road, requested e-mail addresses for Board members. Board members discussed whether they would like to make their e-mail addresses available for public use. Public Works Director Jahn suggested if someone wished to write to the Park Board, the e-mail should be directed to him at parkboard@medina-wa.gov. Vice Chair Nunn recommended the Park Board discuss this issue at the next Park Board meeting.

Vice Chair Nunn closed the public participation for non-agenda items portion of the meeting at 7:20 p.m.

PARK UPDATES

Park / Preserve Reports – There were no reports.

OLD BUSINESS

Update on Changes to Medina Parks Ordinance Regarding Dogs in Medina Park – Public Works Director Jahn announced the City Council had approved the Park Board's proposal regarding dogs in Medina Park, with some modifications. The Council put in place the rules outlined in the Medina Park Pet Rules with a reference map. The document and map would be used to create new signs for the Park. The signs would be 24" by 18" and would have the rules on the front and a map on the back. New signs would also be created to delineate the dividing line and the designated dog ramps into the southern pond. Director of Public Works Jahn noted he would be drafting a new Dog Brochure reflecting the new rules. Vice Chair Nunn added the Park Board would reconsider this issue in 12 months. Public Works Director Jahn relayed there had been no mention of funds being made available for a survey. He added the goal was to implement the ordinance by August 1, 2004 at the latest. The laminated, plexiglas covered signs would be posted at the major entrances to Medina Park. Board member Brustkern suggested the words, "You are here" be added to the signs for clarification.

Chair Brazen joined the meeting at 7:27 p.m.

Public Works Director Jahn stated signs would be posted requesting that dogs use the ramps. Vice Chair Nunn recommended icons for the on-leash and off leash areas, as she wished the least amount of signs and words. She volunteered to work on the signs with Public Works Director Jahn. Public Works Director Jahn stated the north pond

in the park was not accessible to dogs, as the city wished to keep it as a fishing area for the herons and other birds, and there were also frogs and turtles in that portion of the Park. Board member Fleischman suggested a line be run parallel to the lake to make the distinction more clear. Public Works Director Jahn stated a portion of the land surrounding the pond was collapsing. He planned to have the ponds dredged and to reinforce the rock in that area. Following further discussion, Board member Fleischman moved, seconded by Board member O'Brien, to accept the signs, and the motion carried unanimously.

Public Works Director Jahn promised to write a notice in the October 1, 2004 Medina quarterly newsletter regarding dogs in Medina Park.

Update on Tennis Court Upgrade Project – Public Works Director Jahn provided the Board with an update on the status of the tennis courts upgrade project, noting it was approximately 90 percent complete. He indicated both open courts were getting lots of use. The net was not yet installed on the Fairweather western court, as Public Works personnel were trying to figure out a way to anchor the bolts at the bottom of that net. Fairweather Park and Nature Preserve now had two benches, and another one would probably be reinstalled at the Lake Lane dock. They would also install another bench adjacent to the practice court. He suggested the Board recommend to the City Council paving the Fairweather parking lot. Public Works Director Jahn added the Fairweather court had been raised because the entire underpinning had failed. Signs would be posted at each of the gates requesting that the gates be kept closed, and to please keep the courts clean. The Board discussed time limits for court use, and Public Works Director Jahn suggested, "Please limit your time if others are trying to use the court."

Lucius Biglow, Jr., 2425 Evergreen Point Road, recommended calling the Seattle Tennis Club to determine court etiquette.

NEW BUSINESS

Discussion of Park Board Rules and Regulations – Public Works Director Jahn stated the Park Board was now required to develop Park Board Rules and Regulations. He continued by noting that Board member Gerlitz had thought she had a copy of some previous rules and regulations for possible adoption. Board member Stuart recalled Vice Chair Nunn had suggested approving what the Council had adopted. Public Works Director Jahn promised to furnish the Board with the rules and regulations which had been adopted by the Council.

Continuation of Discussion of Annual Work Plan -- Strategic Planning / Vision -- Short and Long Range Parks Commission Goals/Objectives and Budgeting – Public Works Director Jahn stated Mr. Biglow had furnished the Board with copies of work plans for other Park Boards and Commissions. The Board needed to compile an annual work plan and submit it to the Council for approval. He suggested a plan be developed for each park, followed by what was needed to enhance it. He also recommended the Board also propose a work plan for each year, and modifying it accordingly, so it would become a living document. Board member Fleischman suggested a survey be developed for feedback from residents regarding what they would like to see in Medina's parks. Chair Brazen noted Medina Days would occur in approximately three weeks, and residents could complete surveys at the concerts and during the Saturday event. Vice Chair Nunn commented a non-scientific survey had been conducted a few years prior. Chair Brazen added the way that survey was worded had not provided good answers, which skewed the results. Public Works Director Jahn stated the Board would need City Council permission to conduct a survey. The Council would want a survey that was very carefully prepared and reviewed, so it would not produce biased results.

Mayor Mary Odermat, 1825 – 77th Avenue NE, suggested consulting the City Attorney regarding how to handle a survey.

Lucius Biglow, Jr., 2425 Evergreen Point Road, relayed a survey had been conducted as an Eagle Scout project in 1991, and an update could be done with the help of the Scouts or other volunteers. Mr. Biglow noted the City of Normandy Park 2003 Six Year Parks Improvement Plan which he had furnished to Board members, was an excellent model to follow.

Vice Chair Nunn suggested feedback could be obtained via the next Medina quarterly newsletter. She also recommended that residents could provide feedback in the form on Medina's website. Vice Chair Nunn thought there should be Board presence at Medina Days as well. Public Works Director Jahn suggested mailing a survey to Medina residents with a return envelope might better capture residents' opinions. He also recommended the survey contain what the Board was looking for in general terms, with a return e-mail address. Chair Brazen inquired whether any members wished to volunteer to present survey examples to the Board, so by October they could present their Medina Parks 2010 plan to the Council for approval. Board members Fleischman and Stuart, as well as Vice Chair Nunn, volunteered to assist in formulating ideas for presentation at the September Board meeting, and for presentation at the October Council meeting. Vice Chair Nunn suggested the list and Medina Parks mission statement be completed first, after which they could talk to the City Council to determine if there were any plans for a larger survey. Mr. Biglow volunteered to assist with the survey.

Public Works Director Jahn suggested a vision statement be created for each park with bulletized suggestions for improvements, which could be brought back to the Board for review. He noted a list of items for improvement of Medina Park had already been completed during the recent Board retreat.

Mary Stieglmeyer, 7816 NE 12th Street, thought citizens would be interested in forming a task force to improve Medina Park.

Public Works Director Jahn commented whatever was done should always consider any newly created maintenance requirements. The Council would not lend support to more man hours for park upkeep and maintenance, and he was short-handed due to a person being out on Workmen's Compensation. He suggested two signs be installed for Fairweather Park and Nature Preserve, including one at the corner. A brainstorming session followed, resulting in the following suggestions for improvement of Fairweather Park and Nature Preserve.

- Upgrade of the Foot Bridges
- Stream – Check Dams
- Improve the Parking Lot
- Invasive Plants Removal
- Continue Evergreen Plantings
- Put Up a Park and Preserve Educational Board
- Make Field Drainage and General Field Improvements
- Add Picnic Tables / Benches in the Gymnasium Area
- Add Steps Up to the Field
- Add Handicapped Access Parking Spots
- Place a Bench at the NW Corner of the Field
- Build New Park/Preserve Identification Signage
- Add Dog Watering Capability

Public Works Director Jahn commented that all of north Evergreen Point Road would be torn up and overlaid during 2007, in order to work on a new water line and the storm drainage system. Puget Sound Energy might also do work there during the same time frame. He proposed asking residents if they would accept an aesthetically pleasing meandering pathway as a safety measure on the west side of Evergreen Point Road, as it was dangerous for people to walk in this area of Medina.

OLD BUSINESS

Undergrounding – Chair Brazen suggested every new home be constructed with underground utility lines. Public Works Director Jahn responded all of the homes currently being constructed in Medina had underground power from the pole to their residences. However, to underground all the overhead utilities for Medina it would cost the city approximately \$18 million, or as much as \$18,000 – 22,000 per home. Everyone who currently had overhead power would have to pay extra to underground into their home. To change to underground utilities would involve a fair share cost for each parcel with overhead power. Those residents with a view were often in favor of undergrounding. However, those living on the opposite side of the street were often opposed to it. A year ago, the Council had reviewed undergrounding and had decided the city did not have the money to take on such a project. Further, several residents had told Public Works Director Jahn they could not afford the money it would cost to underground utilities.

OTHER BUSINESS

Chair Brazen reminded Board members of Medina Days in August.

Next Parks and Recreation Commission Meeting – The next Parks and Recreation Commission meeting was scheduled at 7:00 p.m. on August 16, 2004.

Adjournment – Vice Chair Nunn moved, seconded by Board member O'Brien to adjourn at 9:15 p.m., and the motion carried unanimously.

Minutes taken by

Caroll P. Wedlund
Recording Secretary